

ACCOUNTANT

MUHAMMED SAFVAN T



GET IN CONTACT

Email: muhammedsafvan.t@gmail.com

Mobile: 0505676445

Whatsapp: +918943743954

PROFILE

I am an enthusiastic, self-motivated, reliable, responsible and hardworking person. Excellent interpersonal skills, Ability to work well under pressure. with an excellent team-building skills.

EDUCATION HISTORY

CORPORATE ACCOUNTING PRACTITIONER

Accountia International School of Accounting, Kottakkal | Aug 2019– May 2020

BACHELOR OF COMMERCE

University of Calicut | 2016–2019

COMMERCE

Board of Higher Secondary Examination | 2014–2016

WORK EXPERIENCE

RASHA AGENCY(MAR – DEC 2021)

Accountant (Tally Prime Gold)

- Receivable and Payable
- Prepare Journal Entries
- Monitoring Spending and Budget
- Inventory Management
- Keeping Account Books and System up to date
- Advising on how to Reduce costs and Increase Profit

AHAMAD SHA & CO(2020–21)

Accounting/Auditing Assistant (Tally ERP.9)

- Assisted Preparation and coordination Of the Audit process
- Financial statement analysing
- GST and VAT Practice
- Accounting Activities
- Payroll Management

TECHNICAL SKILLS

- SAP – Finance & Controlling
- Certificate in International Financial Accounting
 - Softwares : Tally ERP. 9 , Peachtree, Quick Books, MYOB, ICA.US
- Office Automation
 - Software : MS. Excel, Word, Power point, Outlook

SKILLS

- Ability to accept any challenge with an optimistic outlook
- Teaming up with the colleagues and willingness to learn.
- Comprehensive problems solving abilities.
- Quick Learner

OTHER SKILLS

- Willingness to learn
- Leadership
- Self-motivated
- Flexibility and Adaptability

PERSONAL DETAILS

- DOB: 20th Oct 1998
- Gender: Male
- Martial Status:Single
- Religion: Islam
- Nationality: Indian
- Visa status: visit visa
- Visit Visa Expire date: 05/03/2022